

PHASE II PLUS APPLICATION/PROPOSAL CHECKLIST:

This document has been prepared to insure that you submit a complete application/proposal package. It is a tool for your use only and should not be submitted with your Phase II Plus application.

- ☐ 1) A completed **Phase II Plus** Application Form
- ☐ 2) A letter from the acquisition program or outside investor stating that the acquisition program or investor will match **Phase II Plus** SBIR funding, in cash and that the investment is being made in response to the company's Phase II R&D effort. The acquisition program or investor must also endorse or explain the benefit(s) of the company's **Phase II Plus** scope of work.

Notes:

- ☐ 3) A brief statement of work (one page or less) describing the portion of the **Phase II Plus** effort that will be funded with non-SBIR funds. The acquisition program or outside investor funds may pay for advancing the research and development elements of the company's Phase II project or, alternatively, other activities not included in the Phase II contract statement of work, provided these activities further the development and/or commercialization of the technology (market research, patent applications, etc.).

Notes:

- ☐ 4) In the case of an acquisition program, a brief statement (one page or less) of how the resulting Phase II and **Phase II Plus** technology, if successful, will be integrated into that acquisition program's future activities. In the case of an outside investor, a brief statement (one page or less) of how the resulting technology or product will be commercialized. This may be integrated into the letter from the acquisition program.

Notes:

- ☐ 5) A concise statement of work (4 pages or less) for the **Phase II Plus** effort (maximum period of one year past the end of the Phase II effort, and not to exceed 3 years of Phase II effort) to be executed with SBIR **Phase II Plus** funds.

Notes:

- ☐ 6) A detailed cost proposal (1 page or less) for the SBIR-funded portion of the **Phase II Plus** effort, to be completed within one year of the end of the Phase II project.

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- ☐ 7) Contract end date: _____

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